

Conversions, Extracts & Supplemental
Employment Data
In TrackOne
January 2007

Presented by DWD and @Work Solutions

Conversions, Extracts & Supplemental
Employment Data Overview

- Conversion – Historical Data to TrackOne
 - Differences – “Reporting” vs. “Case Management”
 - Simple to complex
 - WIA and TAA Meet
- Extracts – Complex back to Simple
- Supplemental Employment Data & TrackOne Follow Up Contacts

PMIS – A “Reporting system”

- A “reporting system” is a defined structure which outlines the minimum data elements necessary to satisfy reporting requirements.
 - PMIS was a “distilled-down” data extract of the minimum data requirements for WIA Compliance.
 - Similar to Year-end Tax returns

TrackOne – A “case management system”

- A “Case Management” system tracks all day-to-day transactions necessary to serve a client. Reporting requirements are met from this information .
- TrackOne provides an interface for staff to record services in real-time following the day-to-day flow. Details are recorded.
 - Similar to Monthly Bank Statement

4 Simple PMIS Text Files

- YYAPP.TXT Application Info. – Basic demographic/ characteristics of clients participating in the program.
- YYACT.TXT Activity Info. – Detail info. on services, goals, contacts, credentials, outcomes, test results and employment. (Did I miss anything??)
- YYEXIT.TXT Exit Info. – Detail info. on the old “hard exit.”
- YYCONT.TXT Follow-Up Contact Info. – “Interested others” or alternative contact info. for the clients.

| YYAPP.TXT | YYACT.TXT | YYEXIT.TXT | YYCONT.TXT |
|--|---|---|--|
| Client ID: 12345 Name: John Doe DOB: 01/01/1980 Address: 123 Main St, Anytown, CA 90210 Phone: (555) 123-4567 Email: john.doe@example.com | Date: 01/15/2007 Time: 10:00 AM Activity: Group Therapy Duration: 60 minutes Staff: Jane Smith Notes: Client participated well, discussed goals. | Date: 01/15/2007 Time: 10:00 AM Exit Reason: Completed Program Staff: Jane Smith Notes: Client met all requirements for exit. | Date: 01/15/2007 Time: 10:00 AM Contact Info: Interested others Staff: Jane Smith Notes: Client has a support group. |

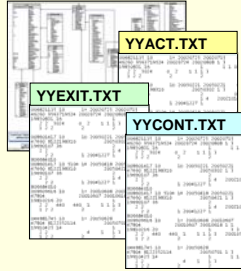
Conversion from 4 simple text files into a complex relational database.

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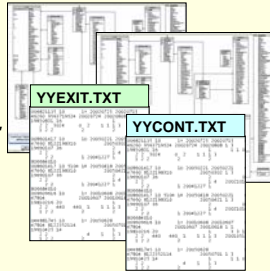
Conversion from 4 simple text files into a complex relational database.

- YYAPP.TXT -- Converted into client table, address, application, enrollment, work history, program funding, organization, region, etc.
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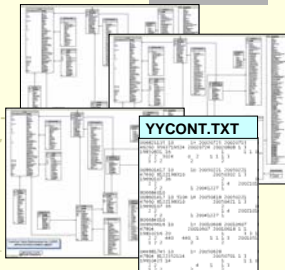
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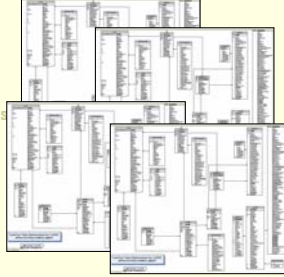
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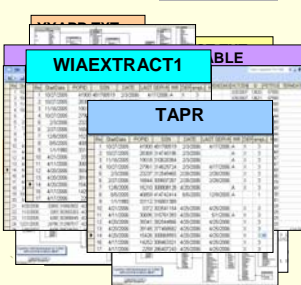
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- YYEXIT.TXT -- Converted into exit information, work history, credentials, outcomes, goal completions, etc.
- YYCONT.TXT -- Converted into "interested Others"



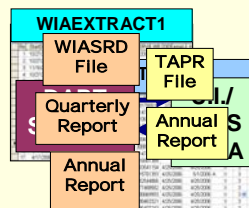
TrackOne – Conversion Process – Simple... to Complex... Back to Simple

- Simple to Complex -- 4 text files to 200+ tables
- New rules & new approach applied to old data.
 - Common measures and soft-exits.
- WIA and TAA Collide
- Extract from 200+ tables down to 2.



The path of program data to performance calculations.

- TrackOne data extracted: (supplemental employment data included)
 - WIAExtract1 & TAPRExtract
- DART System:
 - Gathers U.I. wage data (if U.I. wages present then supplemental is overwritten, if not then supp. stays)
 - Generates official WIASRD and TAPR file for DDL
 - Calculates Performance Measures
- Official Perf. Measures Sent to DDL
 - WIASRD, Quarterly, Annual
 - TAPR



WIAExtract1 = WIASRD (before U.I. wage info is gathered)

- **Employment fields:**
 - "EMP_1QTR"
 - "EMP_2QTR"
 - "EMP_3QTR"
 - "EMP_4QTR"
- **Source fields:**
 - "SOURCE1"
 - "SOURCE2"
 - "SOURCE3"
 - "SOURCE4"
- TrackOne query uses the official exit date to determine the post-exit quarters. It then searches for follow-up contact records falling into the quarters.
- Follow-up Contact records have two data elements which can be used to determine employment: Employment status field & a work history record attached to the record.
- The new query now returns a 1=yes employed (EMP_1QTR) and a 5= supplemental (SOURCE1), if the employment status field is marked as yes *or* if there is a work history attached to the follow-up contact record. This approach will be used for all quarters.

Supplemental Employment Data & TrackOne Follow Up Contacts

- Points in time – was a contact made and is the client employed?
- Conversion used the activity begin date as the contact date (point in time) to record the status.
- This allowed the "official" exit date to be established and then check follow-up contacts to determine the status for post-exit quarters.

Supplemental Employment Data & TrackOne Follow Up Contacts

- Old Line Codes – Ss & Qs (S1, S2, S3 S4 -- Q1, Q2, Q3, Q4)
 - For the conversion, these records were converted into follow-up contacts. If employment info. present then work history record created & attached to contact.
- Difference between "reporting" and "case management" systems:
 - Reporting system – Minimum reporting requirement –
 - Q: Is the person employed 1st Quarter after Exit??
 - A: Yes or No.
 - Case Management – Track/record a follow-up contact to see if client needs additional services, and status.
 - Q: Contact made?, Additional services needed? Still employed? Who? Wage increase? Credential Attainment or Enrolled?
 - A: Yes, on 1/15/06, no additional services, employed at same employer as at exit with no wage increase, no credential or training enrollment.

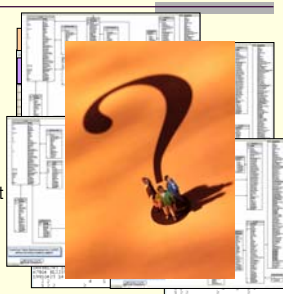
Problem – “Reporting” vs. “Case Management”

- S1, S2, S3 & S4s – could have occurred at any time. The begin date on the PMIS record does not necessarily match up with the post-exit quarter.
- No date is present for the point in time check on status, just that it was 1st quarter after PMIS exit date.

Real life example

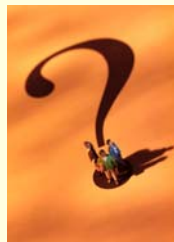
Client in PMIS text files:

- WIA exit date of 08/16/05.
 - S1-1st Qrt. (Oct-Dec '05)
 - S2-2nd Qrt. (Jan-Mar '06)
 - S3-3rd Qrt. (April-June '06)
- Last TAA service on 6/15/06
- New 1st post exit Qrt. is July-Sept '06. - None of the “S” codes apply.



Real life example

- PMIS text files had client exiting on 5/25/05.
 - S1-1st Qrt. (July-Sept '05)
 - S2-2nd Qrt. (Oct-Dec '05)
 - S3-3rd Qrt. (Jan-March '06)
- Last TAA service was 10/2/05. 1st Qrt. after exit is now Jan-March '06.
- Using the dates on follow-up contact records allow the S3 to be used correctly for the 1st Qrt supplemental employment data.



Real life example

- PMIS text files had client exiting on 11/5/04.
- There were 3 "S" codes all recorded on the same date 1 year later: S1, S2, S3 all dated 10/20/05.
- Was not involved with TAA so the exit date stays the same.
- The WIAExtractI query uses the dates on the follow-up contact records. It searches/finds contact in the 4th Qrt. (10/20/05) and includes "EMP_4QTR"=Yes and "SOURCE4"=supplemental